

C/CDR JK
Jim E JE
22 NOV 1983 *Dick RA*
Return to Stan

MEMORANDUM FOR: Division Chiefs

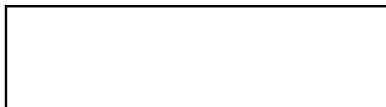
FROM: Executive Officer

SUBJECT: Approval of FY 84 Goals and
Preparation for First Quarter Review

1. A copy of the DDA memo approving our 1984 Planning Goals is attached for your information. In addition, a copy of the DIS and DDIS comments relative to that memo and the '84 OIS Program is attached.

2. So that you can record your information and background data in preparation for the first FY 84 Quarterly Review, you should be aware that the DIS would like a paper covering the milestone accomplishments for that period. Items covered should be in "bullet" conciseness for presentation in writing to the DDA and will not be included on the agenda for discussion.

3. Only significant objectives will be discussed during the review and those will not be presented to the DDA in writing. Recommendations for subjects to be covered in the discussion should be submitted by 6 January 1984, along with the "bullets."



STAT

Attachments:
As stated

Distribution:

- 1 - ea Div Chief w/atts
- 1 - EXO w/atts
- 1 - D/OIS Subj w/o
- 1 - D/OIS Chrono w/o

OBJECTIVE AND ACTION PLAN

Approved For Release 2005/08/03 : CIA-RDP93B01194R001100140007-8

OBJECTIVE NO.	OFFICE	FY	FY RESOURCE ESTIMATE	STATUS	PERIOD	STATUS
	CRD/OIS	84			OCT - NOV	
OBJECTIVE					DEC - JAN	
Maintain and refine capability for classification review consistent with Executive Orders and Agency regulations.					FEB - MAR	
Date Submitted: October 1983					APR - MAY	
					JUN - JUL	
					AUG - SEP	
					EXCEEDING PLAN	
					MEETING PLAN	
					BEHIND PLAN	

ACTION PLAN (Milestones)	COMPLETION MONTH: SCHEDULED O, ACTUAL X											
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Prepare the written proposal for Agency centralized review.			O									
Complete the development of the RIMS system.						O						
Input 1,500 items into the RIMS data base (presumes one part-time contract annuitant working solely on this project).						O						
Visit Presidential Libraries as resources and funds permit and material has been processed and is ready for Agency review.												
Update guidelines for review of SAEs and prepare briefing material for personnel officers who are responsible for having departing employees prepare their SAE.			O									
Participate in the initial planning for OIS involvement in the selective historical review program.			O									

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

C/CRD

EXTENSION

NO.

DATE

20 Dec 83

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Jim E

30 Dec

JE

Suggestions for bullets!

2.

3.

Dick

RH

They are due by 6 Jan. 84.

4.

5.

Stan

30 Dec 83

SK

SK

6.

7.

Jim E

JE

- attached is a paper I prepared for this.

8.

9.

RH

10.

11.

12.

13.

14.

15.

Done
Went out
5 Jan 84